

## **The Tempe Way**



### **MISSION:**

To make Tempe the best place to live, work and play.

### **VALUES:**

People... Integrity... Respect... Openness... Creativity... Quality...

## **PLANT OPERATOR I/II**

### **Purpose:**

To actively support and uphold the City's stated mission and values. To perform a variety of skilled technical duties and labor in the operation and maintenance of the City's water and wastewater treatment plants, storage facilities and wells.

### **Distinguishing Characteristics:**

**Plant Operator I** - This is the entry level class in the Plant Operator series. This class is distinguished from the Plant Operator II by the performance of more routine tasks and duties assigned to positions within the series including assisting in monitoring plant functions through reading computer displays, and working with maintenance staff in performing minor maintenance of plant equipment. Since this class is typically used as a training class, employees may have little or no directly related work experience.

**Plant Operator II** - This is the full journey level class within the Plant Operator series. Employees within this class are distinguished from the Plant Operator I by the performance of the full range of duties as assigned including participating in the complex operations of the water and/or wastewater treatment plant and functioning with little or no direct supervision. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating policies and procedures of the work unit. Positions in this class are flexibly staffed, and are normally filled by advancement from the I level, or when filled from the outside, require prior work experience in a water or wastewater treatment facility. Appointment to the higher class requires that the employee be performing the full range of duties assigned to the class.

### **Supervision Received and Exercised:**

#### **Plant Operator I**

Receives general supervision from a Control Center Supervisor or other supervisory or management staff.

#### **Plant Operator II**

Receives direction from a Control Center Supervisor or other supervisory or management staff.

### **Examples of Duties:**

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Monitor plant functions by reading gauges, graphs, meters and control panels, and by performing and evaluating chemical tests; change plant operations to adjust to changing processing needs, adjust pumps, flow valves and feeder systems.
- Assist the plant maintenance staff in regular maintenance and repairs of plant facilities as required.
- Make hourly rounds of the plant performing a variety of duties pertaining to water and/or wastewater treatment and plant maintenance; observe variations in operating conditions by interpreting computer, meter, gauge and graph readings and test results to determine processing requirements.
- Collect liquid samples and perform a variety of laboratory tests; document results and take appropriate actions; enter data into a computer and compile readings and test results into hourly, daily and monthly reports.
- Operate valves, gates, pumps, motors and generators in controlling treatment processes; perform routine maintenance work on valves, feeders and related equipment and facilities as required.
- Calculate flow rates and calibrate valves and feeder systems.
- Assist in the training of lower level operators as needed.
- Coordinate activities with water and/or wastewater testing and distribution personnel, and with Control Center personnel.
- Answer questions and provide information to the public; respond to and resolve complaints.
- Perform a variety of maintenance duties during plant shutdown; greased chains, shafts, sprockets, rails, pipes and bearings; wash and clean out basins and channels; paint and repair facility structures.
- Maintain and clean plant facility and grounds; prune shrubs and spray and remove weeds; perform routine repair duties as required.

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### Plant Operator I/II (continued)

- Inspect buildings, grounds, well sites, pump stations and equipment for conformance to safety standards and security requirements.
- Record failures of and problems with equipment and write repair work orders.
- Drain, inspect and clean plant structures.
- Respond to and inform supervisors and co-workers of present and potential problems and hazards.
- Perform related duties as assigned.

### **Experience and Training Guidelines:**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### **Experience:**

##### **Plant Operator I**

One year of experience performing treatment, distribution and maintenance duties in a water and/or wastewater treatment facility.

##### **Plant Operator II**

Two years of increasingly responsible experience performing plant operation duties, comparable to a Plant Operator I, in a water and/or wastewater treatment facility

#### **Training:**

Equivalent to completion of the twelfth grade including course work in chemistry, biology or mathematics.

#### **Licenses/Certifications:**

##### **Plant Operator I**

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of, or ability to obtain within twelve months from date of hire, a Grade I water or wastewater treatment certificate issued by the State of Arizona.

##### **Plant Operator II**

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

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Plant Operator I/II (continued)

Possession of, or ability to obtain, a Grade III water or wastewater treatment certificate issued by the State of Arizona.

**This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.**

**Job Code: 8241/8242**

**Salary Range: 15/23**

**Compensation Plan: P40 / Regular**

**FLSA: Non-Exempt**